

Rural Electrification Corporation Ltd.  
(A Govt of India Enterprises)  
(Administration Division)  
Core-4, SCOPE Complex, 7-Lodhi Road, New Delhi-110003  
Ph. 011-24363613, Fax 011-24360644, [www.recindia.nic.in](http://www.recindia.nic.in), scgarg@recl.nic.in

**LETTER OF INVITATION (LOI)**

**To**

**Sub:** Geotechnical Investigation of REC's two nos. site at Plot No I-4, City Centre, Sector-29 Gurgaon at Sector-57 Gurgaon.

Dear Sirs,

Rural Electrification Corporation Ltd invites offers from the intending contractors having experience in the field of Geotechnical Investigation and have executed such work of any Govt agency/body/PSU like P & T, CPWD, BSNL, MES, PWD, Powergrid, NTPC and Railways etc to carry out Geotechnical Investigation of REC's two nos. site i.e. REC World HQ measuring 04 acres at Plot No I-4, City Centre, Sector-29 Gurgaon and REC Township measuring 10 acres at Sector-57 Gurgaon as per scope of work

2 Bid document that include bid conditions, schedule of quantities, Scope of work are enclosed as annexure-I to enable you to submit your proposal.

3 The bid shall be submitted in this Office up to **15:00 Hrs (IST) on 06.08.2007**. Offers received late, on any account and for any reason whatsoever, will not be considered.

4 The bids shall be opened on **the same day i.e. 06.08.2007 at 15:30 Hrs (IST)** in REC Office viz Core-4, SCOPE Complex, 7-Lodhi Road, New Delhi in presence of intending bidders or their authorized representative who choose to remain present.

Yours sincerely,

(S C Garg)  
Chief Manager(Tech)

Encl.: as above.

**Rural electrification Corporation Ltd.**

(A Govt. of India Enterprise)

**BID DOCUMENT**

**1.0 Introduction**

Haryana Urban Development Authority (HUDA) has allotted a plot of land measuring 16,890.25 sqm (about 4.22 acres) at I-4, Sector-29, Gurgaon for REC's office complex (REC World HQ) and another plot of land measuring about 10 acres) at Sector-57, Gurgaon for REC's Township. Rural Electrification Corporation invites offers from the intending contractors having experience in the field of Geotechnical Investigation and have executed such work of any Govt agency/body/PSU like P & T, CPWD, BSNL, MES, PWD, Powergrid, NTPC and Railways etc.

**2.0 Objectives**

The objective of the Corporation is to engage the contractor for carry out Geotechnical Investigation of REC's two nos. site i.e. REC World HQ measuring 4.22 acres at Plot No I-4, City Centre, Sector-29 Gurgaon and REC Township measuring 10 acres at Sector-57 Gurgaon as per scope of work

**3.0 Scope of Work**

The selected contractor will carry out the work as follows:

1. Drilling 03 Nos. bore holes at each site, for REC World Hq & REC Township at sector-29 & Sector-57, Gugaon respectively, of 150mm dia in soil strata, down to 25M depth for both REC World Hq and REC Township plot of land or refusal which ever occurs earlier within the area of respective plot at suitable points.
2. Performing Standard Penetration Test(SPT) each at 1.5M interval or change of strata which ever is earlier
3. Collection of disturbed/undisturbed soil samples each at 3.0M interval or change of strata whichever is earlier.
4. Recording of ground water table in each bore hole upto the depth of exploration.
1. Conducting Dynamic Cone Penetration Test upto 10M depth or refusal which ever occurs earlier.
2. Conducting following Laboratory Test:
  - i) Sieve and Hydrometer Analysis
  - ii) Atterberg,s Limits
  - iii) Triaxial/Direct Shear Test
  - iv) Consolidation Test
  - v) Natural Moister Content & dry density
  - vi) Specific Gravity

3. Conducting Chemical Test on Soil/Water sample for pH value, chlorides, Sulphates & Salt petre etc.
4. Preparation and submission of final report in 20 Copies with recommendation of depth & type of foundation.
5. Following minor works shall also be carried out by the contractor within this work of scope:
  - a. Site clearance such as clearing of shrubs, plants, weeds, roots, small trees, bush wood etc., if required for the purpose of the work.
  - b. Setting out the bore location as directed by the Engineer in charge.
  - c. Bailing out or pumping of water which may accumulate during site soil investigation.
  - d. Excavating and disposing of soil from the area being excavated, to set out the necessary equipment.
  - e. Filling back with the excavated earth for the trenches excavated during site investigation.
  - f. All necessary works for lab testing including storing of samples, transportation etc.

#### **4.0 Completion Time**

The work including submission of report shall be completed within **20 days** after issuance of letter of award.

#### **5.0 Financial Bid**

Contractor shall quote rate against the items as given in Schedule-“A” all-inclusive (inclusive of govt. tax and duties as applicable) for carrying out the above works, duly signed by the authorized signatory. The rate should be written legibly in words as well as in figures. The costs of preparing the bid and of negotiating the contract, including visit(s) to the sites/client, are deemed to be included in the item rates.

#### **6.0 Liquidated Damages**

The time allowed for completion of work as specified above shall be the essence of Contract.

If the Services are not completed as per schedule, contractor would be liable to pay 0.25% of the total amount payable of the contractor for delay of each day. The amount of liquidated damages under this agreement shall not exceed 5% of the total amount payable to the contractor.

#### **7.0 Dispute Settlement and Arbitration**

Any dispute between the parties as to matters arising pursuant to this contract

which can not be settled amicably within thirty (30) days after receipt by one party of the other party's request for such amicable settlement, will be referred to CMD of REC who may act as the sole arbitrator or may appoint any competent person for settling the said dispute. The arbitration proceedings shall be held at Delhi. All disputes are subject to the courts at Delhi.

#### **8.0 Delivery:**

The Soil Investigation need to be carried out in single phase. The entire site need to be investigated for 03 bore holes and has to be completed with in 20 days. The contract shall commence from date of issue of LOI or P.O.

A detail report shall be submitted for the soil investigation. The report shall consist of all related test analysis report, photographs of site soil investigation, bore location map, sketch of the strata, bore log sheet and conclusion / recommendation for safe bearing capacity for design at various depths of strata, minimum size of foundation to be followed etc., along with the printed report.

#### **9.0 Insurance:**

Insurance for equipment, materials and labour involved in execution of the work shall be the responsibility of the contractor.

**10.0 Security:** The Contractor shall be responsible for providing at his own cost proper adequate security for the materials and equipment belonging to the Contractor and stored within the site.

**11.0 Safety Equipment:** The Contractor shall provide sufficient helmets, safety boots /shoes and protective clothing for use by all of their workmen on site. The Contractor shall make available at all times when work is being undertaken and shall take all safety measures.

**12.0** The Contractor shall also indicate in the map with the location of bores made at various locations of the site along with the coordinates for the bore.

#### **13.0 Payment**

Contractor shall not be paid any advance for carrying out the above job. Contractor shall be paid in one go after completing the above work as per specification and on certification by the corporation. Income tax, VAT and other government levis shall be deducted as per relevant rule from the payment due to the contractor.

A sum @ 5% shall be deducted from the payment due to the contractor as security deposit including EMD, which shall be released after defect liability period which is three months.

#### **14.0 Bid Conditions**

14.1 Tenders, placed in sealed envelope, with the name of work and due date & time, bidders name & address and telephone/mobile number written on the envelopes, will be received in this office upto 3.00pm on the last date of receipt of tenders and shall be opened on the same day at 3:30PM in presence of the bidders or

their authorized representative who choose to remain present.

- 14.2 The Corporation reserves to itself the authority to reject any or all of the bids received. The Corporation also reserves the right to itself to terminate the bidding process at any stage without assigning any reason. The contractor shall have no claim to any payment of compensation or other-wise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.
- 14.3 The offer, in which any of the prescribed conditions is not fulfilled or where the bidder puts any condition including that of conditional rebate, shall be liable to be summarily rejected.
- 14.4 Bidder must ensure before submitting the bid that each and every page of this invitation of bid is signed by the authorized person of the contractor.
- 14.5 The offer shall remain open for acceptance for a period of **60 days** from the date of opening of Bids. If any bidder withdraws his offer before a period of **60 days** from the date of opening of bids or any extension agreed by the bidders thereof or makes any modifications in the terms and conditions of the bid which are not acceptable to the Corporation, then the Corporation shall, without prejudice to any other right or remedy, be at liberty to forfeit earnest money as aforesaid.
- 14.6 Earnest Money Deposit of the unsuccessful bidders shall be returned after award of work. EMD of the successful bidder shall be retained toward the security deposit.
- 14.7 The work shall be executed as per specifications. The Contractor shall get himself acquainted with the nature and extent of the work and satisfy himself about the availability of materials required for the work. The Contractor's quoted rates should take into account all these factors and will not be allowed any extra load for collection and conveyance of materials for any reason whatsoever.
- 14.8 Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground/site, the means of access to the site, the accommodation they may require and in general, shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
- 14.9 The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools and plants, water, electricity, access facilities for workers and on all other services required for executing the work unless otherwise

specifically provided for in the contract documents. Submission of tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and local conditions and other factors having a bearing on the execution of the work.

- 14.10 Contractor shall make his own arrangement for providing labour camps. However if any space is available at site the same can be utilized for labour camps to the extent possible with the prior approval of the Engineer-in-charge. In such situation, labour camps will be permitted a week before the commencement of the work and not exceeding two days after the completion of the work. In either case nothing extra will be paid on any account.
- 14.11 Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
- 14.12 The Contractor shall conform to the provisions of Government Acts which relate to works and to the regulations and by the laws of any local authorities. The Contractors shall give all notice required by the said acts or laws etc. Pay all fees payable to such authorities and allow for these contingencies in his tendered rates including fees for encroachments costs of restoration etc. and all other fees payable to the local authorities.
- 14.13 This bid document, Notice Inviting Tender, specifications etc, forming the tender as issued at the time of inviting of tender and acceptance thereof together with any correspondence leading thereto, shall form a part of the Contract Document. The Contract shall be deemed to have come into effect on issue of communication of acceptance of the tender in favour of the successful Tenderer / Contractor.
- 14.14 Any damage to work resulting from rains or from any other cause until the work is taken over by the department after completion will be made good by the Contractor at his own cost.

Chief Manager (Tech.)

## LETTER OF SUBMISSION

To

M/s Rural Electrification Corporation Ltd.  
Core-4, Scope Complex,  
7 lodhi Road, New Delhi-110003

Sub: Submission of Bid for carrying out Geotechnical Investigation of REC's two nos. site i.e. REC World HQ measuring 4.22 acres at Plot No I-4, City Centre, Sector-29 Gurgaon and REC Township measuring 10 acres at Sector-57 Gurgaon.

Sir,

I/We have read and examined the notice inviting Tender, bid document, schedule of quantities, specifications applicable and all other contents in the tender document for the work.

2. I/We hereby tender as per annexure-I for the execution of the work specified for the REC within the time specified, schedule of quantities schedule-A and specification mentioned.
3. I/We agree to keep the tender open for 60(Sixty) days from the due date of submission thereof and not to make any modifications in its terms and conditions.
4. Following documents are being submitted.
  - i) EMD of Rs.....
  - ii) Attested copy of PAN
  - iii) Attested copy of Service Tax Registration
  - iv) Attested Copy of Work orders/ Letter of Awards placed by ..... reflecting the execution of work of Soil investigation

Dated.....

Signature of Contractor

Address

(Please affix seal)

NB: For additional information please attaché extra sheets.

**Schedule-A**

**SCHEDULE OF QUANTITIES**

**NAME OF WORK:** Geotechnical Investigation of REC's two nos. site i.e. REC World HQ measuring 04 acres at Plot No I-4, City Centre, Sector-29 Gurgaon and REC Township measuring 10 acres at Sector-57 Gurgaon as per scope of work

<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Qty No.</b>	<b>Rate Rs.</b>	<b>Amount Rs.</b>
1	Mobilization charges including sufficient number of drilling rigs, and all drilling accessories and sampling equipment to site, erect, dismantle, shift to anywhere within the site boundary and remove from site on completion. (Rate inclusive of associated works for making access to borehole locations, use of dedicated crane or labour, trial pits & scanning to detect services, and satisfy all relevant Acts and Regulations)	Per site	02		
2	Drilling in soil from ground level to 25M depth or refusal which ever occurs earlier of the plots for REC World Hq (I-4, Sector-29, Gurgaon) and REC Township at sector-57, with minimum nominal 150mm diameter and/or of such diameter as to be compatible with all types of sampler and in-situ testing apparatus and including the charges for all field testing, Laboratory testing & Chemical Testing as mentioned under the scope of work.	Per bore hole	06 (03 bore hole per site)		
3	Preparation and submission of final report in 20 Copies (soft & hard copy) consisting relevant recommendation including depth & type of foundation.	Per site	02		
Total					

Date \_\_\_\_\_ Signature \_\_\_\_\_

Place \_\_\_\_\_ Full Name \_\_\_\_\_

Seal of the Contractor